

Ryan Bateman

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Reliable leader in an accounting role as well as a customer service representative with a proven record of accomplishment in a demanding sales and accounting management environment. Dedicated time manager with over 16 years of experience working in diverse accounting, retail, hospitality, and customer service situations.

Authorized to work in the US for any employer

Work Experience

Staff Accountant

Ellis Bottom Line Bookkeeping-Longmont, CO

January 2020 to Present

Responsible for reconciling accounts for over 30 companies.

Processing payroll, taxes and monthly, quarterly and annual reports. Processing A/P and A/R for most of the clients overseen.

Reported directly to the CFO.

Financial Specialist

Mountain High Products-Boulder, CO

January 2018 to January 2020

Generating and processing all A/R and A/P for an 18 million dollar yearly revenue confections wholesale company working very closely with the purchasing manager. Responsible for all cash management duties as well as monthly financial reports for the CFO and COO. Responsible for all employee expense reimbursement and reconciling company credit card charges and company expenditures. Processing payroll on a bi-weekly basis including bonuses, vacation, and sick leave.

Staff Accountant

Oskar Blues Brewery-Longmont, CO

April 2015 to January 2018

Processed accounting receivables and incoming payments in compliance with financial policies and procedures. Performed day-to-day financial transactions, including verifying, classifying, computing, posting and recording accounts receivables data. Preparing bills receivable, invoices and bank deposits.

General Manager

Oskar Blues Fooderies-Longmont, CO

March 2008 to April 2015

Controlled cost and managed payments to over 90 vendors to ensure a smooth and constantly improving margin of profit as well as scheduling managers and staff. Diligently and accurately responsible for inventory on a weekly basis as well as staying within spending guidelines to help create, develop, and grow a young restaurant business and staff.

Education

Bachelor of Science in Business Management

University of Cincinnati

2006

Skills

- Account Reconciliation
- Bank Reconciliation
- General Ledger Accounting
- Journal Entries
- QuickBooks
- General Ledger Reconciliation
- Financial Report Writing
- Accounts Payable
- Accounts Receivable
- Auditing
- Payroll
- Data Entry
- Financial Statement Preparation
- Office Management
- GAAP
- Microsoft Excel
- Accounting
- QuickBooks
- GAAP
- Human resources
- Benefits administration
- Microsoft Word
- Microsoft Outlook
- Employment & labor law
- Financial statement preparation
- Financial report writing
- Accounting software
- Payroll
- Bookkeeping
- Accounts payable
- Account reconciliation
- SAP

- Cash handling
- Office management
- Sales
- Hospitality
- Customer service
- Accounts receivable
- Balance sheet reconciliation
- General ledger reconciliation
- General ledger accounting
- Microsoft Office
- Cost accounting
- Labor cost analysis
- Sage
- Controlling experience
- Pivot tables
- Organizational skills
- NetSuite
- Cash management
- ERP systems
- Financial auditing
- Leadership
- Time management
- Data analysis skills
- Construction
- Communication skills
- Employee evaluation
- Analysis skills
- Supervising experience
- Cash register

Certifications and Licenses

Driver's License